

About

UNT Libraries will host a summer Music Cataloging Institute June 6–10, 2016. Beginning and intermediate music catalogers, including those whose work also involves other types of materials, will benefit from this seminar-style, hands-on experience. The principal instructor will be Jean Harden, Coordinator of Music Technical Services, assisted by Janelle West, Music Catalog Librarian, and Ralph Hartsock, Senior Music Catalog Librarian. Participants will create full catalog records for several items during the week. Space is limited to 10 registrants.

Held on UNT's Denton campus on the 4th floor of Willis Library (Music Library), the institute begins at 9 a.m. Monday and concludes around noon Friday. Lunch will be provided all five days; all other meals and housing are at the attendee's expense. Both dormitory and hotel/motel housing will be available. Arrangements and payment are the responsibility of the participant.

Tuition

Tuition for the institute is \$500, which includes a nonrefundable \$50 application fee. Registration will be online from the Music Library's website (www.library.unt.edu/music). Full payment must be made by credit card at the time of registration, which will open approximately March 7, 2016. Partial scholarships may be available to attendees with financial need and should be requested during registration. An application form will be sent by email. Note: A portion of the tuition minus the application fee may be refunded if a person withdraws or is awarded a partial scholarship. Refunds will be determined on a case-by-case basis.

Contact Us:

Music Library

1506 Highland Avenue
Willis Library (4th floor)
Denton, TX 76203

Phone: 940.565.2860

Online: www.library.unt.edu/music

Music Cataloging Institute

MUSIC LIBRARY
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More Information

Instruction will be based on RDA in MARC. Participants should bring:

- A wireless internet enabled laptop computer with Connexion Client or SkyRiver Client loaded (guest login to the UNT network will be provided).
- Several music items to catalog, especially ones that present cataloging difficulties

Participants unable to bring a laptop may be able to borrow one from UNT Libraries; request one during registration. A max of two laptops will be available.

Additional items to catalog will be provided by the UNT Music Library; these items will remain the property of the UNT Libraries.

**Application and payment deadline is
May 9, 2016.**

Application forms will be available at:

<http://www.library.unt.edu/music>

Applicants will be able to indicate their interest in a scholarship and/or borrowing a laptop on the online application form. Both application and payment must be made online.

**Questions? Contact Jean Harden at
940.369.7178 or jean.harden@unt.edu**

Syllabus

Topics will be discussed in a seminar setting, immediately before being put to practical use in cataloging actual music materials. Participants will create full catalog records for several items during the week. Bring a handful of items you would like to catalog, including some you find problematic.

1. Tour of the UNT Music Library
2. Purposes and underlying concepts of cataloging, including FRBR
3. Cataloging tools, printed and online
4. Getting around in the RDA Toolkit
5. Describing music Manifestations and Items
 - a. Description except carrier
 - b. Describing carriers
 - c. Specific problems of non-print materials (focusing on sound recordings, including sound recordings with a video component)
6. Persons and Corporate Bodies
 - a. Description
 - b. Access points (finding and using existing ones, creating new ones)
7. Music Works and Expressions
 - a. Description
 - b. Access points (finding and using existing ones, creating new ones)
8. Relationships
9. Music subjects and genres
10. Music classification (based on LC M schedules)
11. What public catalogs can do with RDA data
12. Practice, including solving specific problems.

Notes

